

# COUNTY OF HYDE

## **Board of Commissioners**

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**March 26, 2012**

## **PUBLIC NOTICE**

### **Ocracoke Occupancy Tax Requests**

The Ocracoke Occupancy Tax Board is soliciting applications for use of FY2012 -2013 Ocracoke occupancy tax revenues. Due to the ever increasing needs of our village, detailed, consistent information is needed to evaluate all occupancy tax requests on an equitable basis. Please note that action on funding requests could be delayed or not acted if the following information is not submitted in a timely manner. **The annual meeting of the Ocracoke Occupancy Tax Board is scheduled for Wednesday, April 4, 2012 at 7:00 PM at the Ocracoke Community Center.**

1. Applicants must clearly and concisely explain how their application will enhance the guest experience on Ocracoke or serve the Ocracoke tourism industry.
2. Detailed estimates as to the use of funds with a description/itemization of how funds will be used (specific projects, extra services, capital improvements, reimbursements for bills tied directly to specific items) and estimated line item costs. Low priority will be given for grant applications to pay for operating expenses.
3. The estimate time (or time line) when funds will be needed from July 1 to June 30.
4. Current (not older than 90 days) Balance Sheet of the organization that reflects the cash and investment position of the organization. The Balance Sheet must include all assets and liabilities.
5. Prior years (2+) Profit and Loss Statement or Cash Flow Statement (funds in and cash out) that reflects the use of any occupancy tax funds (description of use and amount) as well as all other transactions.
6. Budget (Profit and Loss or Cash Flow Statement) for the year the occupancy tax funds are requested. Include an explanation (identify by line item) as to the amount of the occupancy tax funds requested. The fund request amount should be identified so as to be considered along with other budgeted items of the organization.
7. Such other information that the requesting organization feels would benefit the Occupancy Tax Board relative to the request (matching funds issued, etc.).

Applications must be submitted on 8.5" x 11" paper and received no later than 3:00 PM on Friday, March 30th, 2012 to **Stella O'Neal, chairperson, PO Box 374, Ocracoke, NC, 27960**. For your convenience, your applications may also be submitted to Jamie Carter at [jtunnell@hydecountync.gov](mailto:jtunnell@hydecountync.gov) with appropriate sized attachments and all information requested, ready to print. Applications not received by March 30th, 2012 will only be considered upon affirmative vote of the Board at its April 4 meeting.

Lois Stotesberry  
Deputy Clerk to the Board

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